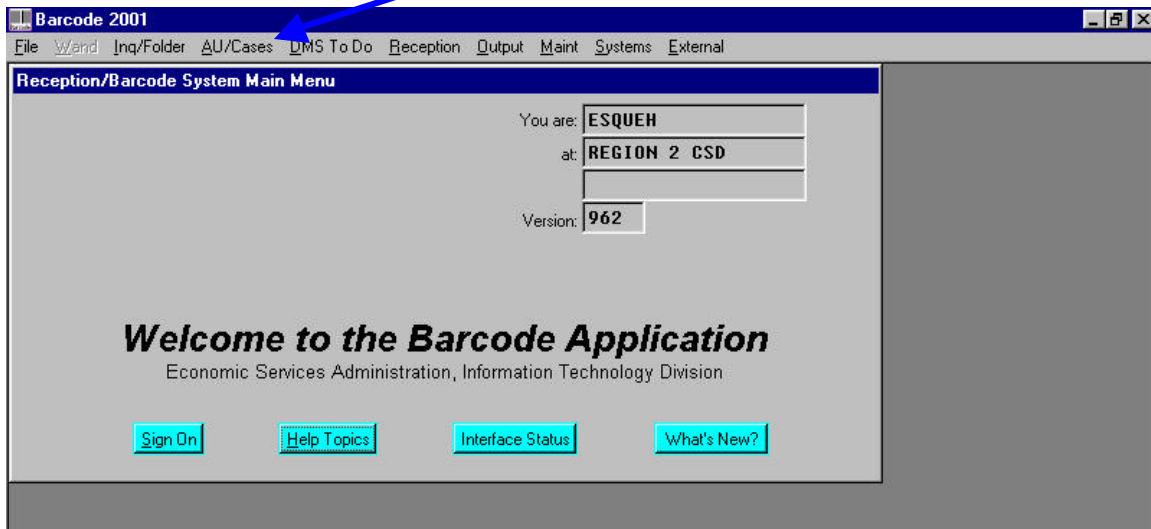


Appendix IV

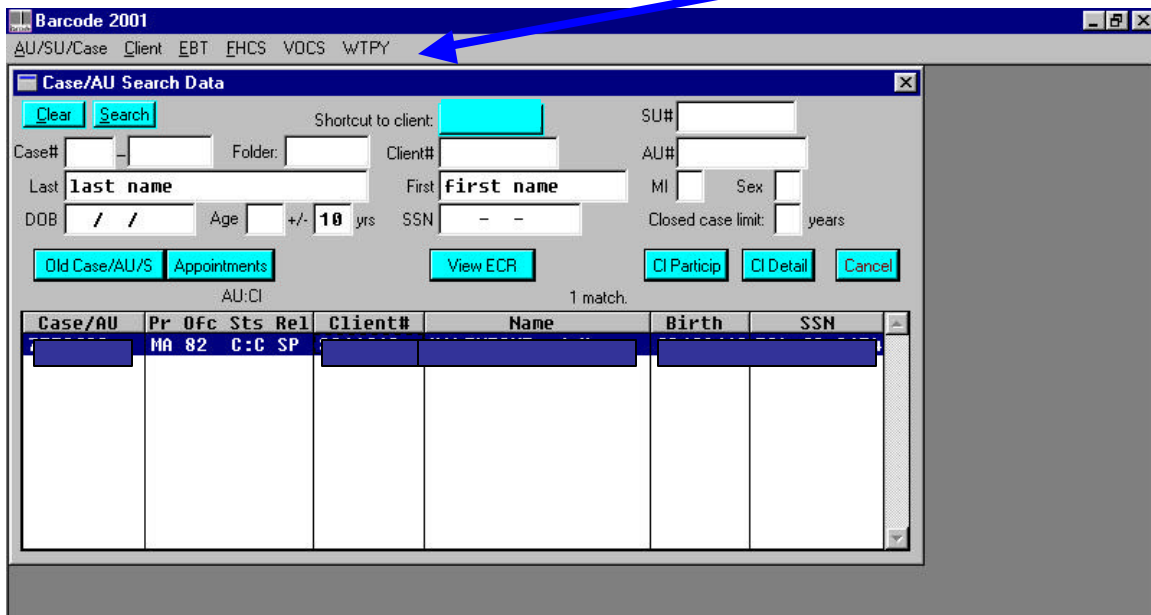
Barcode procedures for requesting Work Quarters

From the Barcode screen select AU/Cases



The screenshot shows the 'Barcode 2001' application window. The menu bar includes 'File', 'Wand', 'Inq/Folder', 'AU/Cases', 'DMS To Do', 'Reception', 'Output', 'Maint', 'Systems', and 'External'. A blue arrow points to the 'AU/Cases' menu item. The main menu area displays user information: 'You are: ESQUEH', 'at: REGION 2 CSD', and 'Version: 962'. Below this is a welcome message: 'Welcome to the Barcode Application' and 'Economic Services Administration, Information Technology Division'. At the bottom are four buttons: 'Sign On', 'Help Topics', 'Interface Status', and 'What's New?'.

Enter the Name, Client ID# or AU #, select your client and click WTPY



The screenshot shows the 'Barcode 2001' application window with the 'Case/AU Search Data' dialog box open. The menu bar includes 'AU/SU/Case', 'Client', 'EBT', 'EHCS', 'VOCS', and 'WTPY'. A blue arrow points to the 'WTPY' menu item. The dialog box has a 'Clear' button and a 'Search' button. It contains several input fields: 'Case#', 'Folder:', 'Client#', 'SU#', 'AU#', 'Last' (with 'last name' entered), 'First' (with 'first name' entered), 'DOB' (with '/' entered), 'Age' (with '+/- 10 yrs' entered), 'SSN' (with '-' entered), 'MI', 'Sex', and 'Closed case limit: years'. There are also buttons for 'Old Case/AU/S', 'Appointments', 'View ECR', 'CI Particip', 'CI Detail', and 'Cancel'. Below the input fields is a table with columns: 'Case/AU', 'Pr', 'Ofc', 'Sts', 'Rel', 'Client#', 'Name', 'Birth', and 'SSN'. The table shows one match with the following data: 'Case/AU' is 'MA 82', 'Pr' is 'C', 'Ofc' is 'C', 'Sts' is 'SP', 'Client#' is empty, 'Name' is empty, 'Birth' is empty, and 'SSN' is empty.

Case/AU	Pr	Ofc	Sts	Rel	Client#	Name	Birth	SSN
MA 82	C	C	SP					

Barcode will bring up the “Wire Third Party-SSA-Request Information” Screen and will auto-fill with the selected client’s information. Under Request select the “QA” Box and Select “OK”.

Barcode 2001

File

Case/AU Search Data

Wire Third Party - SSA - Request for Information

Case: SSN: []

La: Claim Account #: [] BIC: []

DO: Last Name: **VALENTINE**

First Name: []

Middle Initial: **H**

Date of Birth: []

Sex: **M**

Request ☐ Title II ☐ Title XVI ☒ ☐

Client ID: **0011010**

Requested for: **Esqueda, Herminia**

Return to: **112** **REGION 2 CSD**

Information is transmitted daily at 12:00 noon. Request after that time will be transmitted the next day.

OK Cancel Clear

Search

CI Particip CI Detail Cancel

Birth SSN

Check if requesting Quarters of coverage information

Start [] Novell-del... [] Inbox - Mi... [] CITIZEN... [] Barcod... [] BarCode ... 9:55 AM

Barcode will ask you “Are you sure this information is correct?” When you click “Yes” your information will be transmitted.

The screenshot shows the 'Barcode 2001' application window. The main window is titled 'Wire Third Party - SSA - Request for Information'. It contains several input fields for personal and account information. A blue arrow points from the text above to a confirmation dialog box that has appeared. The dialog box has a title bar 'Message' and a question mark icon. The text inside the dialog box asks 'Are you sure this information is correct?'. Below the text are 'Yes' and 'No' buttons. The main window also has a 'Search' button and a table with columns 'Birth' and 'SSN'. The table contains one row with the values '02/06/19' and '534-03-3154'. At the bottom of the screen, the Windows taskbar is visible, showing the 'Start' button and several open applications. The text 'Save changes and exit.' is circled in blue in the taskbar area.

Barcode 2001

File

Wire Third Party - SSA - Request for Information

SSN: []

Claim Account #: [] BIC: []

Last Name: VALENTINE

First Name: []

Middle Initial: H

Date of Birth: []

Sex: M

Request: Message

Client ID: []

Requested for: []

Return to: []

OK

Cancel

Clear

Information is transmitted daily at 12:00 noon. Request after that time will be transmitted the next day.

SU# []

AU# []

MI [] Sex []

Closed case limit: [] years

CI Particip CI Detail Cancel

Birth SSN

02/06/19 534-03-3154

Search

Save changes and exit.

Start Novell-del... Inbox - Mi... CITIZEN... Barcod... BarCode ... 10:23 AM